

# Village of Brooklyn

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## Finance Committee Minutes March 6<sup>th</sup> 2014

The Finance Committee meeting was called to order at 2:15 P.M. by McNaughton. Committee members in attendance were John McNaughton and Nadine Walsten. Clerk Strause was present.

Approve committee minutes of 2/10/2014. Motion Walsten second McNaughton.  
Approved unanimously.

Clerk/Treasurer report. Items reviewed.

- 1 open records request from a resident regarding the frozen laterals issue this winter. It was noted that the Village has 21 homes on the Seasonal Run List where property owners are notified to run a water stream when frost depths are approaching 3 feet. The Village pays for the first thawing of a home's lateral water line.

### TID#2 Certification

- The State of Wisconsin Department of Revenue has certified TID #2 at a base value of \$21,100 as of January 1, 2013.

### Land lease for cropping land in Business Complex

- The George Bros. Farms has opted out of planting the Business Park land as they do not intend to plant any wheat for grass in 2014.
- The Finance committee came up with 3 options.
  1. The Village would pay to seed the lots as well as sell the crop.
  2. Lease with another local farmer utilizing the current lease agreement.
  3. Plant the area with low grow no mow grasses.
- Motion Walsten second McNaughton for the Board to approve the land lease document for TID #2 with the removal of the \$100 per acre charge to the farmer.

Monthly financial balance sheets and collateralization were reviewed. The Village is fully collateralized.

Summary of attorney and engineering fees was reviewed.

The monthly payroll overtime worksheet was reviewed.

The monthly invoice worksheet was reviewed.

Monthly bills were reviewed and will be presented to the Board at the December meeting. The Committee had questions regarding the following bills and is requesting an explanation from the appropriate department.

- There were 2 bills presented by Chief Barger for footwear. 1 pair boots from the Shoe Box in Cross Plains for \$138.60 – that bill was acceptable as a proper uniform requirement.
- A second submitted Police Department bill was from the Shoe Box in Baraboo is being questioned. The bill was for a pair of Men's Jungle Moc Nubuck casual slip on shoes for \$75.60. As the chair assumes that casual shoes are not part of the official uniform, the committee is requesting an explanation and possible reimbursement to the Village.
- A US Cellular bill for \$54.50, also for the Police Department needs attention. The bill is for a 5 Gig per month memory router/modem of some sort. Previously this bill averaged around \$20 per month. The usage of this memory was only some 30% at around .337. In addition the Clerk's office had a question regarding the billing and was told by US Cellular that only Chief Barger could inquire on the account. This is a Village bill and not a personal bill and the Village must be the primary on the account. The committee is requesting Chief Barger to remove his name as the primary contact and change it to the Village ASAP as well as provide information on the bill itself.
- The Committee would also like an update on the purchase of the new computer for the Police Department. Previously, McNaughton had inquired at a board meeting if the Chief was getting bids for the computer and server and was told it was going to be purchased from a specific computer shop. The Village needs to insure that a proper bidding process is followed for the equipment and the Chair will pursue the matter at the Board meeting on March 10, 2014.

**Motion:** McNaughton/Walsten to adjourn at 2:43 PM. Motion carried unanimously.